

Marshall Airport Board

Brooks Field

1243 South Kalamazoo Ave

Marshall, MI 49068

Minutes

January 12, 2009

City Hall Council Chambers

- I. Call to Order—Chairperson Woods called the meeting to order at 5:15 p.m.
- II. Roll Call
 - Present: Chairperson Woods, Members: Bill Ross, Mike Hindenach, Jeff Begg, Chris Olson, Matt Davis
 - Absent: Member Scott Southwell, Kathy Miller – City Council Liaison
 - Staff Present: Mitch Price - Airport Manager, Jim Mauer – Airport Manager, Dawn Townley – Deputy Clerk-Treasurer
- III. Approval of Agenda –
 - A. The Agenda was approved by consensus of the Board with an addition of seven items to be added to new business.
- IV. Approval of Minutes -
 - A. **Moved** Member Davis to approve the November 11, 2008 Minutes. Second by Member Hindenach. On a voice vote, motion carried.
- V. Treasurer Report -
 - A. The Board reviewed the financial statements of November – December 2008. There was discussion on fuel sales and mowing services. The Board expressed appreciation of the detail on the financial reports.
Moved Member Davis to receive and file the November and December 2008 financial statements. Second by Member Begg. On a voice vote, motion carried
- VI. Manager's Report -
 - A. Fuel prices were discussed at length. Prices remain high due to our purchasing the fuel at a higher rate.
 - B. The taxiway lights are remaining on. This is due to plowing visibility and the expense of purchasing these lights are very high and it is hard on the life of the bulbs going on and off in the extreme cold.
 - C. The door in the main bay has been replaced.
 - D. The WAAS Approach 2007 survey has been completed. The FAA did not move forward. They are waiting for a request. The FAA takes approximately 18 months to get a new approach.

- VII. Old Business
 - A. There was no old business discussed.

- VIII. New Business -
 - A. An update to the Michigan Aeronautics funding for Brooks Field is expected to be in mid January.
 - B. Skydive Michigan currently has slip and fall insurance only. Skydive Michigan needs to carry their own insurance.
 - C. The FBO is to get ahold of the Airport Manager this Spring.
 - D. Fuel sales have been down. Fuel prices are based on the cost we pay for fuel. The tanks are being moved about June 2009.
 - E. The current mowing contract runs through May 15, 2009. The current contract is for mowing a specified acreage with small added acreage @ \$50.00 per mow. Outsourcing mowing frees up Jimmy's time to work on needed building repairs.
 - F. The 2009-2010 budget is in process. The Manager will submit the budget to the Airport Board for approval.
 - G. Tom Woods will be at the BFAA meeting next week and will be working on the five year plan.

- IX. Public Comment -
 - A. There were no public comments.

- X. Member Comments –
 - A. There were no member comments.

- XI. Next Meeting Date –
 - A. Monday, February 9, 2009 – 5:15 p.m. – City Hall Council Chambers

- XII. Adjournment –
 - A. Chairperson Woods adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Dawn Townley
Deputy Clerk/Treasurer
City of Marshall